Criminal Justice Fellows Program Transfer Request Form

Student Information			
Name		Last Four Digits of SSN	
Address			
City		State	Zip
Phone		Email	
Institution			
Year Entering Program		GPA	
Current Semester Hours		Total Earned	
Classification			
Freshman	Sophomore	Junior	Senior
Directions for Transfer:			
 A student must be in good standing in the Criminal Justice Fellows Program at the current campus at the time of the transfer request. The transfer form must be submitted to the Criminal Justice Fellows Program before the end of the semester prior to the semester the Fellow would like to transfer. For example, if you would like to transfer during the fall semester, we must receive this form by the end of the spring semester prior. All monies owed at the current campus must be paid in full before a transfer is approved. Student must make current Campus Director aware of transfer request. Student must confer with Campus Director of transfer campus and be approved by that Director for transfer. Student must be admitted to institution of transfer. Student is responsible for making contacts and securing the appropriate signatures below BEFORE sending this form to the Criminal Justice Fellows Program. Student must attach a letter explaining why they are requesting a transfer to this form. Student must attach a copy of the transcript from the institution they are transferring from to this form and provide a copy to the Campus Director at the institution they intend to transfer to. This form is only for approval by the Criminal Justice Fellows Program Committee. Transfer students must also complete the necessary paperwork that their community college requires. 			
Signature of Criminal Justice Fe	ellow		Date
Signature of Current Campus Director			Date
Signature of New Campus Dire	ctor		Date